

**Minutes of The
December 2, 2025 Regular Meeting
Sugar Grove Township
Kane County, Illinois**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:01p.m. followed by Roll Call and the Pledge of Allegiance.

ROLL CALL: Present were Trustees Bobbe, Elliott, Medina, Montalto, Supervisor Rowe, Assessor Karas, Clerk Marion Bond. Road Commissioner Musser arrived at 6:05 pm.

ALSO PRESENT: Auditor Jen Martinson and Natalie Hollenback.

REPORT OF AUDITOR: Jen Martinson of Lauterbach & Amen presented a summary of the FY25 Audit. Trustee Elliott asked if the Township had too much money in the fund balance. Ms. Martinson said that the \$600,000 in the general town fund is about six months of operating funds so it's not too much. She was asked about the Road and Bridge balance and said that the funds there are a year of operating expense but it isn't too much as there are more unexpected expenses for Road & Bridge. The Community Building is one area that has a significant source of funding, because annual expenditures last year for the community building were \$113,000 and the ending fund balance has accumulated up to \$740,000.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

Supervisor Rowe asked for a motion to approve the November 4, 2025 Regular Meeting Minutes; motion by Trustee Elliott, second by Trustee Montalto. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

APPROVAL OF BILLS & REPORTS:

Township Check Register & Reconciliation Report: Supervisor Rowe asked for a motion to review and approve the Township Bills for the month of November. Motion by Trustee Medina, second by Trustee Bobbe. Trustee Elliott asked about the \$5000 to A.I.D. Supervisor Rowe explained that was our social service funding and right below that is the same amount for Kane County CASA. Assessor Karas asked about the Metronet bill, asking if it was high and how it is divided between all the entities using it. Supervisor Rowe explained that it is the total telephone & internet bill. Natalie will look into it, she said it is usually split. Supervisor Rowe pointed out Ck# 20012 to Franzen Heating in the amount of \$349.00 was for service to the units at the Township & the Historical Society. He said Ck#20023 to Franzen Heating in the amount of \$4,950.00 was for a new furnace in the Bliss House basement, which replaced one of the furnaces that was thirty years old. There are two furnaces at the Bliss House and the other one was replaced in 2021. Supervisor Rowe asked if there were any other questions on the Township bills, there being none he called for roll call. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

Road District Check Register & Reconciliation Report: Supervisor Rowe asked for a motion to review and approve the Road District Bills for the month of November. Motion by Trustee Elliott, second by Trustee Bobbe. Supervisor Rowe asked Commissioner Musser if there were things he wanted to point out. Commissioner Musser noted Ck#13412 to Corrective Asphalt in the amount of \$51,040.00 and said that was for overlays to Prairie and McCann; he noted that they will get \$34,2400 back from Village. He said Ck#13416 to World Wide Steel Buildings is for the new building materials which were paid off and they're hoping for mild enough weather to put it together but may need to wait until spring. They are still waiting for the permit from the Village. Trustee Elliott asked about Ck#13408 to K-Tech Specialty Company in the amount of \$8,771.56. Commissioner Musser said that was for Beet Juice which filled the tank. Trustee Elliott then asked about Ck#13410 to Bonnell Industries in the amount of \$3756.70. Commissioner Musser said that was for the new blade with Polar Flex. Supervisor Rowe asked if there were any other questions on the Road bills, there being none he asked for roll call. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

PAYROLL & PTO January thru November 2025 for informational purposes.

PROFIT & LOSS Reports 4.1.25 thru 11.30.25: Supervisor Rowe said general insurance is TOIRMA.

CORRESPONDENCE: A thank you letter from Kane County CASA for the \$5,000 donation, and also a thank you to Supervisor Rowe & Trustee Elliott for attending the luncheon at Waubensee. A.I.D. sent a thank you email for the grant of \$5,000 to them. Supervisor Rowe pointed out that those funds will be matched on Giving Tuesday.

SUPERVISOR'S REPORT: Supervisor Rowe said that he wanted to point out that we received 23 applications for the 2025-26 Snow Removal program which started Dec. 1st. We had budgeted for 15 households. There are a couple of new seniors that qualify, one is Joe Didier and another gentleman who is disabled. One senior has dropped out because Aurora will take care of her. If we go to 17 we would accommodate everyone who qualified. Teddy charges by the event, not by the year, and he charges \$48 per household. Expanding to 17 was approved by voice vote. Supervisor Rowe said he attended the Sugar Grove TIF meeting & will attend the Montgomery TIF meeting on Dec. 11th. Snow Park Ice Rink update – it snowed before the tarp was down, but now it is in place.

ASSESSOR'S REPORT: Assessor Karas reported that they issued 4 new home permits, and none were transferred to owners.

HIGHWAY COMMISSIONER'S REPORT: They were prepared for the snow, Trustee Medina said that a mailbox near him was hit. Doug said it was a new guy, Medina said he did pretty well. Christmas party is tomorrow (Wednesday, De. 3rd.) We had an 8" and 4" snow, so guys have overtime. Did some more tree trimming on Merrill New. Trustee Elliott said the report from the Kane County Sustainable Water Survey showed that the Road District was totally clean. He complimented the Road District staff on how they control the salt.

TRUSTEE REPORTS:

Community Building – Discussed replacement of ceiling tiles in basement of building, discussed fence for trash enclosure; Debbie wants to attach it to the bus barn. Supervisor Rowe said this would be nice for Food Pantry. Supervisor Rowe said the Community Building would pay for garbage and the Township would pay for recycling and eliminate the bins at the township building.

Trustee Montalto reported that set up for Holiday in the Grove begins by the Kiwanis on Friday. The Tree lighting will be on Friday night at the Fire Department site, with luminaries on the sidewalk to the library where there will be hot chocolate and cookies. The lights are also on the Cross Street tree.

Airport Authority – Trustee Medina reported the December meeting is next week.

Water Authority – Blackberry Creek is flowing at 6700/gpm, at the six monitoring stations are down a foot to 2.6 ft. Aurora 101 well has not pumped for 42 days. Base flow of Blackberry flow has decreased very fast. The Water Authority is considering putting a display in the library about water sources and usage.

Clerk's Report – Clerk now has all certificates of Sexual Harassment Training completion.

UNFINISHED BUSINESS

- a. Consideration & Potential Approval of BCBS Health & Dental Insurance Renewal for 2026, Commissioner Musser said there are some retirements on the horizon which will affect 2027. Supervisor Rowe said that while we need to approve the current plan, we also need to think about the future. Do we grandfather the current employees, and put new employees on a new plan? Do we ask for a higher contribution for dependents? The increase in the premium this year is 16% amounting to 24,206.00/month. Trustee Bobbe did some research on what other townships do – Employee contributions ranged from 12-16%. He also looked at different styles of plans based on seniority. Trustee Montalto suggested that a higher deductible would decrease cost. He suggested a committee, including a rep from Road District to research insurance options. Supervisor Rowe said we need to vote on the renewal tonight but also form a committee prior to the 2027 renewal. Motion by Trustee Montalto, second by Trustee Medina to approve BCBS renewal for 2026. Supervisor Rowe asked for roll call. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.
- b. Consideration & Potential Approval of Ordinance 2025-4 Adopting SG Township Levy. Motion by Trustee Elliott, second by Trustee Bobbe. Supervisor Rowe said the figures are the same as the estimated levies approved last month and represent a 2.9% increase over last year's levy. Supervisor Rowe asked for roll call; Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.
- c. Consideration & Potential Approval of Ordinance 2025-5 to Adopting SG Road District Levy. Motion by Trustee Bobbe, second by Trustee Elliott. Supervisor Rowe said the Road levy also represents a 2.9% increase and asked for roll call; Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

NEW BUSINESS

- a. Consideration and Potential Approval of FY25 Audit Report – Supervisor Rowe said what is in the packet is the statement of Filing by the Illinois State Comptroller, we will receive booklets later. Motion by Trustee Medina, second by Trustee Montalto. Supervisor Rowe asked for roll call. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

- b. Consideration and Potential Approval of FY25 Annual Treasurer's Report – Supervisor Rowe asked for a motion; Motion by Trustee Medina, second by Trustee Montalto. Supervisor Rowe noted there is a discrepancy between the Annual Treasurer's Report and the Audit Report for compensation figures and will have the auditor clarify. Supervisor Rowe asked for roll call; Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.
- c. Consideration and Potential Approval of 2026 Meeting Dates and Times – Supervisor Rowe said that he listed all the first Tuesdays with the Town meeting on the second Tuesday of April all at 6:00pm. He said he received an email from Ancel Glink stating the governor signed a bill prohibiting public bodies from having public meetings on election day, which would be November 3rd, 2026. It was agreed to change Nov. 3rd to Thursday, November 5th. Motion by Trustee Bobbe, second by Trustee Medina. Supervisor Rowe asked for roll call; Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.
- d. Consideration and Potential Approval of Updated General Assistance Payment Levels – Supervisor Rowe said that we have only had one individual qualify for General Assistance in the last several years but the minimum payment levels change every year. He asked for a motion to update our current payment levels for both General Assistance and Emergency Assistance. Motion by Trustee Medina, second by Trustee Montalto. Supervisor Rowe asked for roll call; Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

Next Regular Meeting: Tuesday, January 6, 2026 @ 6:00 pm

Supervisor Rowe asked for a motion to Adjourn – Motion by Trustee Elliott, second by Trustee Bobbe. Voice Vote carried. Meeting Adjourned 7:31 pm.